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ACCOMPLISHMENTS OF REQUIREMENTS BRANCH

1. USIS REPORTING GUIDE

Levied on all USIS posts and supplemented by a State Instruction, the Guide, in addition to providing a general framework and specific subject-matter guidance for USIS reporting based on coordinated Agency requirements, served to bring USIS officially into the reporting community abroad and, within USIA itself, for the first time confirmed substantive reporting as one of USIS's responsibilities and assigned functions. Its issuance has undoubtedly increased the volume and improved the substance of USIS reporting as well as increased the lateral flow of intelligence into USIS establishments.

2. Country Requirements Plans

Plans describing the availability of raw and finished intelligence and identifying the priority gaps or specific current Agency requirements for intelligence on Burma, Egypt, Indonesia, Malaya, Morocco, and Sudan have been prepared and levied on IRI/P, USIS, State, CIA, and Defense. In addition to obliging USIA intelligence consumers to think about and identify their specific priority needs, these plans have provided essential and specific guidance for the employment of the limited resources of all collection and research units producing intelligence for USIA's use.

3. Standard Lists of Overall Agency Requirements for Other Agencies

Standard lists of overall Agency requirements tailored specifically to the capability of each of the collecting or producing units were developed and levied on G-2, APOIN, ONI, and O). These are revised and brought up-to-date annually. Collection, production, and dissemination of intelligence from these sources to or on behalf of USIA is based primarily on such lists.

4. Revision of NIS Outline to Reflect USIA Requirements

A basic revision of the Sociological and Political Chapters of the NIS to reflect USIA requirements was drafted and accepted by the NIS Committee. New Standard Outline Guides were issued and relevant sections are now prepared very closely to the Agency's needs for basic intelligence at no cost to USIA.

5. Revision of HRAF Country Handbooks

In the initial stages of this \$2,000,000 OCFW program, the French suggested detailed and overall changes in scope, format, and contents of the handbooks

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with

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with the result that the handbooks are much more oriented toward USIA needs than the Army had planned originally. There have been many occasions in which the finished handbooks were used and considered valuable by IRI/R analysts and others. Again at no cost to the Agency.

6. Reporting Appraisals

For the first time, an active and coordinated reporting appraisal program was established in USIA. The Branch has initiated, stimulated, drafted, and transmitted to the field approximately 300 USIS or other agency reporting appraisals or acknowledgements, many of which contained specific suggestions for supplemental requirements. This program has undoubtedly stimulated and improved reporting in the Agency's behalf.

7. Defector Questionnaires and FBI's

The Branch has taken a leading role in Washington and abroad (through L&R) in coordinating and making suggestions concerning the preparation and administration of overall defector questionnaires. The Branch has also drafted, cleared, and transmitted approximately 125 lists of specific requirements tailored for the interrogation of individual defectors.

8. Exploitation of Hungarian Refugees

Initiated and coordinated in USIA and with other Agencies specific action to exploit the refugees by drafting and clearing the first list of requirements and levying them on L&R, RFE, IRI/R, State, Army, Air Force, and CIA, all of whom have taken action to fulfill them. The Branch has since drawn up a second list of requirements based on Agency needs not covered in the first round and levied them on the same sources. The Branch is still taking a leading role in Washington and abroad in attempting to keep all agencies posted on what the others are doing -- what information is available, and what is still needed -- in an effort to prevent duplication and to fill the gaps in the Agency's requirements.

9. Specific Spot Requirements

Have initiated, drafted, revised, coordinated, or cleared approximately 200 telegrams or instructions for USIS or State spot reporting on specific subjects covering everything from the world-wide effort on Communist propaganda activities to one-time reports from single posts.

10. Transmission of Foreign Press Summaries

Developed and arranged for the establishment throughout State, CIA, and USIA of a new and efficient system of transmitting and disseminating some 150

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foreign press summaries originating in USIS and Foreign Service posts. This has resulted in major benefits, especially to USIS and USIA.

12. Debriefing and Briefing of USIS and Foreign Service Officers

The Branch organized and for the first year administered the briefing and debriefing system, which is now operated by the office of the Division Chief.

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